

S-E-C-R-E-T

DDA Registry
83-0132/10

25 JAN 1983

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Information Services
Director of Logistics
Director of Medical Services
Director of Security
Director of Training & Education

DDA REGISTRY
30-5

FROM:

[Redacted]

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Executive Officer to the DDA

SUBJECT:

Financial Guidance for FY 1983

[Redacted]

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REFERENCE:

Memo to DA Office Directors from ADDA
dtd 21 July 81, Subject: Reprogramming of
Budgeted Funds [Redacted]

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1. Attached is a copy of Financial Guidance for FY 1983 issued by the Comptroller over the Executive Director's signature. [Redacted]

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2. In addition to the reprogramming restrictions imposed by the Comptroller, in accordance with reference, any reprogramming of funds in excess of [Redacted] must have prior Directorate approval. The memorandum requesting Directorate approval should be forwarded via the DDA Management Staff. [Redacted]

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3. Despite instructions contained in the attachment, you need not provide a monthly estimate of personnel services requirements as the Directorate needs for both FTE and funds will be developed by the Career Management Staff and the Management Staff in coordination with the appropriate individuals from your Offices.

4. In order to respond to the monthly Comptroller's meeting and other time-critical ad hoc requirements, it is requested that you provide a memorandum by the 8th work day of each month to the DDA Management Staff containing the following information:

--Nonpersonnel services commitments by subobject class
and, as appropriate [Redacted]
purpose;

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--surplus nonpersonnel services funds or savings
available for uses other than originally budgeted;

DDA/

[Redacted]

(24Jan83)

[Redacted]

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Orig & 7 - Adses (w/att)

1 - DDA Subject (w/att)

1 - DDA Chrono (w/o att)

1 - DDA/MS Subject (w/att)

1 - DDA/MS Chrono (w/o att)

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--unfunded requirements ranked in priority order
with a brief description as outlined in the
attachment and a firm deadline of the requirements;

--PRA needs.

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5. If further information is required, please contact

on extensions

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Attachment

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